

JOINT (CITY/PORT) WORK GROUP FOR ECONOMIC DEVELOPMENT

Meeting Notice and Agenda

Thursday, April 24, 2014

7:00 PM

City Hall Council Chambers

1. Call To Order/Pledge of Allegiance
2. Welcome and Self-Introductions
 - a. City Representatives
 - b. Port Representatives
 - c. Introduction – Don Mann, Port Interim Economic Development Director
3. Adoption of meeting minutes of March 27, 2014
4. Citizen Input
5. City/Port Issues:
 - a. Recreation Update (Holly)
 - b. Port Status Report on (Paul):
 1. Bear Mountain
 2. Pear Puff
 3. Hueker
 4. Other
 - c. Update on City Electricity, Water, and Wastewater (Gordon)
 - d. Ports Caucus
 - e. Nestlé Status
 - f. Energy Task Force (Gary Munkhoff)
6. Other Matters
7. Next Meeting: May 22, 2014
8. Adjournment

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

Minutes

Joint Work Group on Economic Development

March 27, 2014

1. **Call to Order/Pledge of Allegiance**: Mayor Tom Cramblett called the meeting to order at 7:04 pm.

Committee Members present were Mayor Tom Cramblett, Port Commissioner Jess Groves, Port Commissioner Brenda Cramblett, City Councilor Bruce Fitzpatrick, and Citizen Member Gary Munkhoff. City Councilor Jeff Helfrich was excused.

Also present were Port Interim General Manager Paul Koch, City Manager Gordon Zimmerman, Port Recorder Kristi Bengtson, Nestle-Dave Palais, Port Economic Development Manager Gary Rains, Steve Gast, City Electric Forman Keith Terry, Kate Sinner –State of Oregon, Phillip Wattness –Skamania Pioneer.

2. **Welcome and Self-Introductions**: Everyone introduced themselves.

IGM Koch asked to add an item to the agenda under 5 (e) Citizen Engagement.

3. **Adoption of meeting minutes of February 27, 2014**: PC Groves made a motion to approve the meeting minutes of February 27, 2014. PC Cramblett seconded the motion. The motion passed unanimously.

4. **Citizen Input**: None

5. **City/Port Issues**: (CA Zimmerman/IGM Koch):

- a. **Report on the recommended priorities timeline. (IGM Koch)**

IGM Koch requested that the work group formally adopt the Economic Development priorities. (exhibit a).

PC Groves made a motion to adopt the Economic Development Priorities. CM Fitzpatrick seconded the motion. The motion passed unanimously.

- b. **Truck Route – Rian Windsheimer (ODOT): (IGM Koch)**

IGM Koch commented that Mr. Windsheimer was unable to attend the meeting, but has ODOT engineers working on conceptual drawings for truck route options into the industrial park and possible funding options.

PC Groves commented that he & Mayor Cramblett attended Representative's Johnson's open house for his re-election campaign. PC Groves gave an update on the "Mission to Washington."

- c. **Review and discuss 2nd Draft Energy Proposal: (Committee member Munkhoff)**

Committee member Munkhoff spoke about the future of energy and how it is changing very quickly. Committee member Munkhoff discussed the “**3rd Draft Energy Proposal**” (exhibit b). Mr. Munkhoff commented that it is imperative that we form a task force just on energy, so that we can get prepared for the future.

Mr. Munkhoff encouraged the group to move forward with this proposal.

Mayor Cramblett commented that he visited with the BPA and they are interested in working with Cascade Locks.

PC Groves made a motion to approve the 3rd Draft Energy Proposal. CM Fitzpatrick seconded the motion. The motion passed unanimously.

The following volunteered for the Task Force committee: IGM Koch, Mayor Tom Cramblett, PC Groves, (CA Zimmerman will ask CM Helfrich), Gary Munkhoff, City Electric Forman Keith Terry, Kate Sinner commented that she could be an advisor to the committee.

d. Discuss Water Infrastructure: (CA Zimmerman):

CA Zimmerman stated that he met with representatives from the USDA Rural Development to discuss funding and they invited the City to submit a proposal for the Master Water Plan project. Items to include in proposal:

- Crystal Springs reservoir
- 12” water main extension to the Industrial Park.
- Water main replacement on Wanapa.
- Refurbishment of Well #1.
- Development of Well # 3.
- Rueckel line extension that would provide a loop with the crystal springs reservoir.

CA Zimmerman commented that they classified themselves as a funder of last resort. They recommended that we submit everything in the Master Plan for 5 years because if it was staged out in 5-10 years the costs would double. Cost of those projects is estimated at about \$3.657 million.

CA Zimmerman discussed the process for applying for the grant and other funding options. CA Zimmerman reviewed the timeline for the funding and construction. Commenting that we need to get started on finding the funding so we can deliver the water to the Industrial Park for the upcoming businesses.

CA Zimmerman commented that the State has what’s called a “one stop”, where we would take our project (Master Water Plan), sit in a room with 4-8 funders, they review the project and tell us what they can do for us to fund the project. Commenting that we are trying to get that scheduled for April 8th, 2014.

CA Zimmerman commented that we have the capacity in the BPA substation to service the Industrial Park (IP), but the problem is getting the power into the IP and to the right spot in the IP. Commenting that we already have supplies on order to get the needed power to the Industrial Park for the two upcoming businesses, but it will be real tight for the third business. Commenting that it will be up to the Port to get it to the right place in the Industrial Park.

Discussion on current water rate structure and ways to increase the rate to fund the debt service.

e. Citizen Engagement: (IGM Koch)

IGM Koch commented that this group needs to think about how we are going to begin to enlist and engage the citizens. How will the elected officials communicate with the citizens regarding the decisions that need to be made. Commenting that we all need to be telling the same story about what's being done, why it's being done and what the future holds for the community. Staff will need to provide the information to the elected officials to communicate with the citizens.

6. Economic Development Department Update: (Port ED Gary Rains)

- The Port is on the verge of closing a fish processing plant, a fruit plant, and a possible expansion of the Bear Mountain property and adjacent property. Rains commented that we need to move forward with these projects.
- Rains commented that we have looked at the municipal access road and are moving forward on the master plan.

Rains commented that Monday will be his last day, unless he gets a personal service contract.

Commissioner Groves commented that Staff Rains has done a good job for the Port and that the Port Commission will be looking into the possibility of a contract.

7. Next Meeting: April 24th, 2014:

Mayor Cramblett and Commission Cramblett cannot attend the meeting.

8. Adjournment: Mayor Cramblett adjourned the meeting at 9:20 pm.

Approved:

Tom Cramblett. Mayor of Cascade Locks

Prepared by:
Kristi Bengtson, Port Recorder

Exhibit A

ECONOMIC DEVELOPMENT PRIORITIES

1. Port Industrial Park Master Plan completed
2. City Water Master Plan completed
3. Elected Officials Understand #1 and #2 and engage with citizens to explain the needs
4. Adequate electric power to the Industrial Park now and in the future
5. Adequate water to the Industrial Park now and in the future
6. Provide upgraded truck access to the Industrial Park
7. Stable long term funding for EMS Department
8. Refurbish wastewater pump station at Industrial Park

3rd DRAFT ENERGY PROPOSAL

PURPOSE: This proposal is designed to provide the JWGED with an additional look at how the community approaches energy generation and delivery over the next 40-50 years. To stop, look at all possible options then, working together to craft a long term energy plan that keeps costs low, develops new alternatives and encourages economic development. **This is a big picture effort.**

PARTICIPANTS: Initially the JWGED who will appoint members to serve on the Task Force. Elected leaders, staff, citizens and the Gorge Commission should be involved.

TASK FORCE: The Task Force shall be appointed by the JWGED and shall include representative of: a) BPA; b) City of Cascade Locks; c) Port of Cascade Locks; d) Area PUD; e) State Energy Department and others who can assist and be valuable in the assessment process.

STRATEGIES:

1. **Establish a JWGED task force, including the Gorge Commission, to research and develop alternatives and options. All task force members to attend. Bring in outside experts to assist in this effort.**
 - a. Eco-Auger
 - b. Port of Morrow generators
 - c. New community based approach
 - d. Continued BPA service
 - e. Other options
 2. **Meet in joint session with BPA to explore BPA options.**
 - a. Rate plan sub-station improvements
 - b. Allowable options
 - c. Other
 3. **Travel as a Task Force to Morrow County to view and assess the equipment being offered.**
 4. **Discussion with JWGED on findings**
 5. **Development of 40-50 year energy plan for the community.**
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6. Final report presentation to the JWGED.
7. Begin implementation.

Time Line: Complete Task Force work by July 7 , 2014.

Expected Results:

1. A complete analysis of community energy needs, resources and new technologies will have been completed.
 2. A report recommended a 40-50 year energy plan will be presented by the Task Force to the JWGED, then to City Council.
 3. The community will have a detailed energy plan and specific strategies for implementation over time.
 4. Energy costs will be decentralized lowered in cost and more effective.
 5. Cascade Locks will be the front runner in the use of new energy technologies in the Pacific Northwest.
 6. A meeting with top officials at BPA will be held.
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